Q: What is the minimum number of years experience that will qualify a consultant for: "Extensive Skills using the WebFOCUS Analytics Suite" and "Expert knowledge of SQL, Data Warehousing, and data governance"?

A: The minimum number of years would be five.

Q: Are there specific roles/titles that you are seeking that would also help qualify a candidate for these required skills, such as, Lead Consultant, Lead Developer, etc.

A: Roles and titles are subjective. The primary emphasis will be on skill set.

Q: Will the person in this role be working with the users to gather requirements?

A: The person in this role will have some interaction with users to gather requirements. By and large, this will be limited to the membership of the SLEDS Data Committee, the entity that is driving the research agenda for the project.

Q: Will the person in this role be managing the project or is there a Project Manager assigned to this? If they will be managing the project, will they be expected to provide budgets, timelines and task plans?

A: There will be a Project Manager assigned to the project.

Q: What is your budget for this position?

A: The budget will vary based upon the duration of the engagement.

Q: Is there an incumbent vendor for this work?

A: No, there is not an incumbent vendor.

Q: Will the State provide workspace and computer?

A: Yes, a workspace and computer will be provided.

Q: What is the address of the location that the consultant will be working at?

A: Minnesota Department of Education
1500 Highway 36
Roseville, MN 55113

Q: Is this a Time and Materials contract?

Yes.

Q: Does this position require the consultant to be on-site at the MDE offices? If no, what amount of off-site work would you allow. (i.e. like a rotation of one week on-site and two weeks off-site)

A: There is no requirement for the consultant to be onsite. The emphasis on this engagement will be on skill sets, not physical availability.

Q: Who is the vendor/consultant working on the deliverables that are 'in progress' based on page 1, Project Deliverables?

A: There is not a vendor working on the deliverables.

Q: Is there an incumbent vendor who is currently, or has previously, been engaged to perform duties similar to the work outlined in this SOW? If yes, who is the incumbent vendor and will they be permitted to respond to this SOW?

A: There has not been a vendor assigned to SLEDS Analytics. The closest work in the past centered around MDE Analytics, and the vendor was Information Builders. There is no restriction on any vendor to respond to the SOW.

Q: Would candidates who were willing to come on-site for a period of time and then work remotely be considered?

A: Yes.

Q: Expected start date - There is a comment that says they should be available by 9/23 however the deadline is stated as 9/30.

A: Expected start date will be in early October.

Q: Is current staff all on-site? Any remote?

A: Current staff are on-site, and are employees of the State of Minnesota.

Q: Is there any advantage to sending candidates early or will you wait until 9/30 deadline to review?

A: No.

Q: Is there an incumbent vendor who is currently, or has previously, been engaged to perform duties similar to the work outlined in this SOW?

A: See previous responses.

Q: If yes, who is the incumbent vendor and will they be permitted to respond to this SOW?

A: See previous responses

Q: Please confirm whether selected vendor will be paid on an hourly basis for services provided under this contract, based on MnDE approved contractor time sheets, or if selected vendor will be paid based on completed/signed-off deliverables?

A: Selected vendor will be paid on an hourly basis for services provided based upon MN.IT Services @ Education approved time sheets.

Q: What is the anticipated daily work schedule for selected vendor resource(s) (8AM - 5PM, Monday thru Friday)?

A: Eight hour days between the window of 7AM and 6PM

Q: Please confirm that the anticipated utilization of selected resource(s) will be full-time 40 hours per week (excluding State holidays) for the duration of the contract?

A: Confirmed

Q: If no, please provide anticipated utilization?

A: N/A

Q: Will selected vendor resource(s) be required to perform off-hours, on-call support work?

A: No, there is a very small likelihood of this being needed.

Q: Please confirm that vendor assigned resource(s) will be working at the direction and under the supervision of a MnDE Project Manager.

A: The vendor will be working at the direction of a MN.IT Services @ Education Project Manager.

Q: Please confirm that MnDE will provide selected contractor resource(s) with the laptop/desktop computer, hardware, software, and peripherals needed to perform the duties outlined in this SOW.

A: MN.IT Services @ Education will provide selected contractor resource(s) with the laptop/desktop computer, hardware, software, and peripherals needed to perform the duties outlined in the SOW.

Q: Query: Will you conduct Candidates' Interviews through Telephonic Mode or Face to Face?

A: Either mode is acceptable.